



**CEDARPINES PARK MUTUAL WATER CO.**  
21853 CREST FOREST DR. P.O. BOX 925, CEDARPINES PARK, CA. 92322

**Rules and Regulations for Water Service  
Updated and Duly Adopted by the Board of Directors  
May 17<sup>th</sup>, 2023**

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**Section 1. WATER SERVICE, GENERAL TERMS.**

- 1.1 Members are responsible for all tolls and charges billed on their water service account.
- 1.2 Minimum water service period is 12 consecutive months.
- 1.3 If for any reason, a meter is removed or disconnected from the water main for less than 12 months, a Member will pay an Installation of Pulled Meter charge and past due bimonthly Meter Charges per Section 4.95, to reinstate the meter to active service.
- 1.4 If for any reason, a meter is removed or disconnected from the water main for 12 months or longer, a Member will pay an Installation of Pulled Meter charge and one full year of current bimonthly Meter Charges per Section-4.95, to reinstate the meter to active service.
- 1.5 If it has been determined that theft of water has occurred, the service will be disconnected and the Member will be charged a Water Theft Pulled Meter fee per Section-4.95. This charge will apply whether or not the meter was connected at time of theft. Any outstanding account balance must be paid in full before service is restored. 05/17/2023
- 1.6 Whenever a water meter is pulled from service, the service line will be secured by a plug on both the Member’s side and the Company’s side of the service line. 3/2/93

## Section 2. SERVICE CONNECTIONS

- 2.1 All service connections are subject to pre-approval by the Board of Directors. An application for a service connection must be made on a form furnished by the Company. The Member shall specify the property to be served. The information supplied by the Member in such application shall be considered as authoritative and final. If any error in such application shall cause the installation of a service connection that is improper either in size or location, the cost of all charges required shall be borne by the Member. When a service connection is installed and the meter is set, the charges for water service shall begin. 3/16/2017
- 2.2 A Water Service Connection fee per Section 4.95/4.96 will be charged for all new service connections, and is payable in advance 11/19/15
- 2.21 Where water service had been disconnected and/or removed due to cancellation of Membership, the fee for service reconnection and/or replacement shall be at the Company's actual cost. Actual cost shall be calculated on a "time and material" basis. Any labor or equipment provided by the Company will be charged at the Company's established rates. An estimate for actual cost shall be provided by the Company, to include a "not to exceed" limit. A deposit in the amount of the estimated cost must be paid in full prior to the work being performed, with any credit balance being refunded upon completion, and any balance due payable prior to service being turned on. 11/19/15
- 2.3 Service connections shall only be installed by persons authorized to do so by the Company, and will be made, if possible, without shutting off the water to any other Member. Service connections will be made, weather permitting, within 6 weeks of the approval of the application and receipt of all funds. 8/20/15
- 2.4 Each residence must be provided with its own active service connection, and no water may be provided from one residence to another. 05/17/2023.
- 2.5 No Member shall resell any of the water received from the Company.
- 2.6 The Company reserves the right to determine the size of the service connection and its location. The Member's pipe to the meter shall not be laid until the service connection is installed.
- 2.7 Every service connection installed by the Company shall be equipped with a curb stop valve for the exclusive use of the Company in controlling the use of water through the meter. If such valve be damaged by the Shareholder to the extent of requiring replacement, the Company may collect the cost of replacement from the Shareholder.
- 2.8 All active service connections up to and including the meter installed by the company, shall be maintained at its expense, except when damaged by a Member or agent of a Member.
- 2.9 Every service connection is required to have a shut-off valve installed on the Member's side of the meter, outside of and immediately adjacent to the meter enclosure. The Member shall be responsible for shutting off and draining the lines on Member's side of the meter when the property to which water is furnished is unoccupied, and shall bear the expense of any water loss resulting from any plumbing failure on the Member's side of the meter at any time. 8/20/15
- 2.10 No Member, or other person, shall in any way attach, remove, change, or connect to any appliance, shut-off valve, fire hydrant etc. on the mains of the Company, nor turn the water off or on from the mains. No person shall break, dig up, obstruct, or injure any pipe or main for conduction of water or any appurtenance or appendages therewith connected. Members shall be responsible for the actions of their tenants, or actions performed by others on behalf of the Member. 3/16/2017
- 2.11 All water pipes of the Member shall be laid not less than twelve inches under the ground. The Member shall be responsible for the insulation, protection, and maintenance of all water pipes

on the Member's side of the meter, and shall bear the expense of any water loss resulting from any plumbing failure on the Member's side of the meter at any time. 8/20/15

- 2.12 Members will not be supplied with water for permanently installed swimming pools without prior approval from the Company. Service may be disconnected upon notice from the Company.
- 2.13 Cedarpines Park Mutual Water Company recommends that you do not use the water system as a primary electrical ground on residential and commercial electrical services. The primary ground shall be a driven rod as approved by the San Bernardino County Buildings and Safety Department. 8/23/83

### **Section 3. NEW FACILITY INSTALLATIONS OTHER THAN SERVICE CONNECTION**

- 3.1 Under no circumstances will the Company install water mains and fire hydrants unless streets are well defined in plan and elevation by lot stakes, curb stakes, or visible center line stakes properly set by a registered surveyor.

### **Section 4. RATES AND BILLINGS.**

- 4.1 All Members will be billed assessments at a given rate per Membership (share), multiplied by the number of Memberships owned. The amount of the assessments and the time of billing assessments will be determined by the Board of Directors of the Company. 3/2/93
- 4.15 In lieu of yearly assessments on each Membership, the Board of Directors may bill each account an annual Membership Fee (per Sect-4.95). The amount of the Membership Fee and the time of billing will be determined by the Board. 7/11/95
- 4.2 Meter and Consumption charges (per Sect-4.95), shall be billed bimonthly. Meters shall be read bimonthly, weather permitting. 8/20/15
- 4.23 Bills are prepared and mailed the first week of the bi-monthly billing cycle (January, March, May, July, September, and November). Bills are due on the last day of the same billing month, and are considered delinquent if there is any outstanding balance the next day thereafter. If an account becomes delinquent, a 10% Late Payment charge will be added to the balance owed and a delinquent notice will be mailed 1-day following the due date, stating a specific date by which to pay the total delinquent bill to avoid service disconnection. The water meter will be shut off and locked after 60-days of non-payment from the due date. A 5-day (120-hr) Disconnection Notice will be posted prior to service disconnection and a Hanger Posting Fee will be charged to the Shareholder's account. If the delinquent balance is not paid by the specified date, service will be terminated and a Shut-Off Notice will be posted. Upon termination of service, a Service Shut-Off fee will be charged. The account must be paid in full (or a payment agreement established per Sect-4.9), before service is restored. For service restoration during non-operational hours, a Call-Out Fee will be charged. The water meter will be removed after eight (8) consecutive months of non-payment, and a Pulled Meter fee will be charged. Membership will be cancelled after 12 months of non-payment. Membership on accounts without water service (98/99 accounts) will also be cancelled after 12-months of non-payment. Please refer to Section 4.95 for more information on Rates, Fees, and Charges. 05/17/2023
- 4.24 If a Member anticipates an inability to pay any future fees or charges due to a prolonged absence (e.g. military deployment, extended hospital stay, etc.), the Member must make arrangements for payment and/or discontinuation of service prior to the fees or charges becoming due. Upon request of the Member prior to share cancellation, and upon approval of the Board, cancellation of Membership may be delayed for extenuating circumstances. 1/17/2019

- 4.25 When the Company repairs or replaces a water meter that is not registering consumption, the Member will be billed for the estimated consumption. Estimated consumption will be based on the Member's average bimonthly consumption, for the time the meter is known to be non-functioning, as calculated by the Company.-8/20/15.
- 4.3 Member's shall be responsible for all charges. As a courtesy, tenants will be billed after the Company receives written notification from the Member, and a copy of the lease agreement specifying water service is to be billed to the tenant. All charges, including late fees, not paid by the tenant will be billed to and paid by the Member. The Member will receive a copy of delinquent notice sent to a tenant for nonpayment of any charges. 3/19/15
- 4.32 When a Member requests termination of water service, and our Company records indicate that the property is occupied by a tenant, the Company will terminate the service subject to the following conditions and procedure:  
 (1) The Member will be advised that Civil Code Section 789.3 prohibits a Landlord from terminating water service with the intent of forcing the tenant's departure.  
 (2) The Member shall sign an acknowledgement that he or she has been advised of item-1.  
 (3) The Member shall be charged a Service Shut-Off fee per Sect-4.95.  
 (4) The Member's property will be posted with a 5-day (120-hr.) Disconnection Notice, and a reasonable attempt to contact an adult person at the Member's property will be made by phone or personal contact.  
 (5) After the passing of 5-days (120-hrs.), the water service will be terminated. 05/17/2023
- 4.35 All charges on the Member's account must be paid in full before a tenant can be added, or any changes can be made to a Member's account. The Member is ultimately responsible for all charges on the account if unpaid by tenant. 8/20/15
- 4.4 (Deleted – Incorporated into Sect-4.23). 3/16/2017
- 4.5 (Deleted – Incorporated into Sect-4.23). 6/18/2020
- 4.55 Only a Member can request the reinstatement of water service once terminated. The request must be made in writing or in person only, with proof of identity. 05/17/2023
- 4.58 Members who are repeatedly posted with a 5-day Disconnection Notice before they pay their delinquent bill are subject to a Hanger Posting Fee per Sect-4.95. The fee will not be charged for the first posting each fiscal year. However, the Member will be notified of the posting fee for each additional posting during the remainder of the current fiscal year. The posting cycle will start May 1st and end April 30th of each year.
- 4.6 To contest the consumption on a water bill, you must submit your inquiry in writing and make an appointment to discuss the billing with the General Manager or a designee, in person or by phone, within 15-days of the billing date. 3/2/93
- 4.7 To contest any billing other than for consumption, you must submit your inquiry in writing and make an appointment with the Office Manager or a designee, in person or by phone, not less than 5-days prior to the payment due date. 8/20/15
- 4.8 Whenever the correctness of any bill is questioned, the Company will cause an investigation to be made. Bills reflecting clerical or meter errors shall be adjusted, taking into consideration the volume of business, seasonal demands, and any other factors that may assist in determining an equitable charge. 8/20/15
- 4.9 If a Member is unable to pay a bill in full, a payment agreement may be requested for a term of up to 12-months. Once an agreement is signed, payments must be received as specified in the agreement for the delinquent amount, and all subsequent bills must be paid in full upon receipt. If any payment is missed, the Member's house will be posted with a 5-Day Disconnection Notice.

If the missed payment is not received within 5-days of the posting, the water service will be terminated and the payment agreement becomes void. The delinquent account must be paid in full before service will be reinstated. Only cash, cashier's check or money order will be accepted, otherwise service will be reinstated after verification of funds. 05/17/2023

4.91 All approved rates of the Cedarpines Park Mutual Water Company are subject to review and change at the sole discretion of its Board of Directors. 3/2/93

4.92 The Board may grant a onetime per Shareholder, per account reduction of a consumption charge due to a verified plumbing failure.

All requests for reduction must be submitted to, and approved by the Board of Directors. Upon approval, the Shareholder will be charged for historical consumption as determined by the Company, at the current retail tiered rate. The Shareholder will also be charged for all consumption determined to be lost as a result of the plumbing failure, at the current base rate (lowest tier).

Each request shall be individually evaluated by The Board of Directors, and will be approved/denied at its sole discretion based on the facts and circumstances relevant to the request. General requirements for an approval would include, but not be limited to:

- a) The loss must be the result of a plumbing failure that has been verified by the Company.
- b) The property must have a shut-off valve installed on the Shareholder's side of the meter that has been verified by the Company.
- c) The property must have been occupied or otherwise attended to, unless the water had been shut off.
- d) The loss must not be the result of unprotected or uninsulated pipes or plumbing.
- e) Shareholder must not be in violation of Company Rules and Regulations, policies and/or procedures.

The request for reduction must be submitted within 60-days of the failure being verified by the Company. 05/17/2023

4.95 RATES, FEES AND CHARGES (5/17/23):

Beginning May 1 <sup>st</sup>						
<b>Bimonthly</b>	Current	2020	2021	2022	2023	2024
<b>*Meter Charge</b>	\$49.48	\$52.20	\$55.07	\$57.55	\$60.14	\$62.55
% increase	-	5.5%	5.5%	4.5%	4.5%	4.0%

\* Bimonthly charge for a separate Fire Sprinkler Meter is \$40.00. (05/01/2023)

Beginning May 1 <sup>st</sup>						
<b>Annual</b>	Current	2020	2021	2022	2023	2024
<b>Membership Fee</b>	\$273.48	\$288.54	\$304.38	\$318.06	\$332.40	\$345.72
(*Bimonthly)	\$45.58	\$48.09	\$50.73	\$53.01	\$55.40	\$57.62
% increase	-	5.5%	5.5%	4.5%	4.5%	4.0%

\* Membership is an annual fee paid in advance. Bimonthly values are shown for those that have elected to amortize the annual fee on a bimonthly basis.

**WATER CONSUMPTION CHARGES PER CUBIC FOOT**

		Beginning May 1 <sup>st</sup>					
		Current	2020	2021	2022	2023	2024
<b>Tier-1</b>	<b>&lt; 601</b>	\$0.087	\$0.092	\$0.097	\$0.101	\$0.106	\$0.110
<b>Tier-2</b>	<b>601-1400</b>	\$0.103	\$0.109	\$0.115	\$0.120	\$0.125	\$0.130
<b>Tier-3</b>	<b>&gt;1400</b>	\$0.129	\$0.136	\$0.144	\$0.150	\$0.157	\$0.163
% increase		-	5.5%	5.5%	4.5%	4.5%	4.0%

**CONNECTION FEES**

- WILL SERVE LETTER: \$ 100.00
- FIRE FLOW LETTER: \$ 500.00
- NEW WATER SERVICE CONNECTION FEE (Sect-2.2): \$10,000.00

**MEMBERSHIP**

- ONE (1) MEMBERSHIP (SHARE) IS REQUIRED FOR EVERY 3000 SQ-FOOT OF PROPERTY
- COST PER MEMBERSHIP: \$ 500.00
- MEMBERSHIP CERTIFICATE TRANSFER FEE: \$ 20.00

**CONSTRUCTION WATER RATES**

- HYDRANT METER DEPOSIT: \$ 750.00
- HYDRANT METER SET-UP FEE: \$ 70.00
- CONSUMPTION CHARGE, PER CUBIC FOOT: \$ 0.23

**MISCELLANEOUS CHARGES**

- FIRE SPRINKLER USAGE RATE, PER CUBIC FOOT: \$ (standard rates apply)
- RETURNED CHECK CHARGE (Sect 6.4): \$ 30.00
- LATE PAYMENT CHARGE (Sect-4.23): \$ 10% of unpaid balance
- SERVICE SHUT-OFF/TURN-ON FEE (Sect-4.23,6.1,6.3): \$ 25.00
- PULLED METER FOR DELINQUENCY (Sect-4.23): \$ 50.00
- INSTALLATION OF PULLED METER (Sect-1.3, 1.4): \$ 50.00
- BLOCKED METER FEE (Sect-6.2): \$ 50.00
- HANGER POSTING FEE (Sect-4.23, 4.58): \$ 25.00
- WATER THEFT PULLED METER (Sect-1.5): \$ 300.00
- GENERAL VIOLATIONS (Sect-6.1): \$ 50.00
- ESCROW/PROPERTY RESEARCH FEE (Sect-8.2): \$ 150.00
- AFTER HOURS CALL-OUT FEE (Sect-4.23): \$ 25.00

**4.96 FEE SCHEDULE FOR NEW SERVICE CONNECTION: (11/19/2015)**

The following schedule shall apply for all new Water Service Connections, where the account shares have been held for a continuous period of:

- 0 to 5 years: 100% of current Water Service Connection Fee.
- >5 to 10 years: 80% of current Water Service Connection Fee.
- >10 to 15 years: 70% of current Water Service Connection Fee.
- >15 to 20 years: 60% of current Water Service Connection Fee.
- >20 years: 50% of current Water Service Connection Fee.

a) This fee schedule applies to the new Water Service Connection Fee only. Additional costs associated with providing water service may apply.

- b) "Continuous period" is defined as a period where active share status has gone uninterrupted; beginning the date of current share issuance/transfer, to the date when Application for Water Service has been accepted.
- c) The "continuous period" shall be extended to, and this fee schedule transferrable to, a succeeding owner of the affected account property, but in such cases shall only apply beginning the date of share issuance/transfer to the most recent preceding owner.
- d) This fee schedule is non-transferrable to the owner of property that has been sub-divided from existing account property, and in such cases shall only apply beginning the date where division of property last occurred.
- e) Service shall not be provided to an account that is not in good standing.

4.97 FEE SCHEDULE FOR MEMBERSHIP (SHARES) ON CONTIGUOUS PROPERTY (11/19/2015)

The following schedule shall apply for all acquisitions of property contiguous to existing account property, where the account shares have been held for a continuous period of:

0 to 5 years:	100% of current Share cost.
>5 to 10 years:	80% of current Share cost.
>10 to 15 years:	70% of current Share cost.
>15 to 20 years:	60% of current Share cost.
>20 years:	50% of current Share cost.

- a. This fee schedule applies to the cost of Membership (Share) purchase only.
- b. "Continuous period" is defined as a period where active membership status has gone uninterrupted; beginning the date of current membership issuance/transfer, to the date when the contiguous property was acquired.
- c. This fee schedule is non-transferrable to any succeeding owner of the affected account property, and shall only apply beginning the date of current membership issuance/transfer.
- d. Contiguous Property is defined as any lot that shares at least one (1) dimensional boundary with another lot, when said lots are owned by the same Member, in whole or in part, and where said boundary represents no legal obstacle (e.g., road, easement, etc.) that would prohibit servicing all subject lots with a single service connection.

4.99 The Company will accept cash, checks, or money orders for payment on account. Rolled coins will be accepted up to a limit of \$20. Coins must be rolled in standardized increments and the following must be printed on each roll:

1. Customer Name
2. Customer Address
3. Customer Phone Number
4. Customer Account Number

Rolled coins that do not contain the above information will not be accepted. 01/31/12

**Section 5. MAINTENANCE, TESTING, AND INSPECTION OF WATER SYSTEM.**

- 5.1 The Company reserves the right at any and all times to shut off the water supply for repair and maintenance of the water system. When the water supply is scheduled to be shut off for any reason, the Company will make a reasonable effort to notify the effected customers.
- 5.2 The Company assumes no responsibility for the maintenance and operation of the water system on the Member's side of the meter.

- 5.3 Authorized employees of the Company shall have the right of entry and access, at reasonable times, to read meters and service the system where applicable.
- 5.4 A Shareholder may request a field test of their water meter if they believe the meter is inaccurate. There is no charge for the field test. The Member or their authorized agent must be present at the test. If the Member disagrees with the field test, a bench test may be requested. The cost of the certified bench test will be at Member's expense unless found to be inaccurate (reading high).  
05/17/2023

**Section 6. VIOLATIONS AND ENFORCEMENT.**

- 6.1 Failure to comply with any of the Company's Rules and Regulations or Bylaws may result in suspension of service, and/or imposition of related penalties, fees, and charges per Section 4.95, (to include a General Violation if not specifically listed), and a Turn-On Fee to restore service after the violation has been remedied. 05/23/2023
- 6.2 Failure of any Member to keep the water meter clear and accessible (such as a vehicle parked over or material piled on) will result in a Blocked Meter Fee per Section 4.95. The water meter must be readily available to the Company at all times. 3/19/15
- 6.3 A Service Shut-Off Fee per Section-4.95 will be levied on Shareholders whose water we turn off at the meter because of broken lines or unsupervised free running water. 3/19/15
- 6.4 If we are notified by our bank that a customer's check has not cleared, the Member's account will be charged a Returned Check Fee per Section-4.95. The Member will be notified of the charges. 3/19/15

**Section 7. USE OF WATER.**

- 7.1 No water furnished by the Company shall be used for commercial agricultural irrigation, road construction, or dust control without the prior written consent of the Company. 8/20/15
- 7.2 To prevent the waste and unreasonable use of water, and to promote water conservation, each of the following actions shall be prohibited: (8/20/15)
  - (a) The application of potable water to outdoor landscapes in a manner that causes runoff such that water flows onto adjacent property, non-irrigated areas, private and public walkways, roadways, parking lots, or structures.
  - (b) The use of a hose that dispenses potable water to wash a motor vehicle, trailer, boat, or equipment except where the hose is fitted with a shut-off nozzle or device attached to it that causes it to cease dispensing water immediately when not in use.
  - (c) The use of potable water in a fountain or other decorative water feature, except where the water is part of a recirculating system.
- 7.3 Any Member found to be in violation of this section shall in the first instance receive written notice of violation and order to desist, shall subsequently have a penalty of \$50 imposed for each instance thereafter, and in case of willful and repeated violations may have their water service suspended indefinitely, at the discretion of the Board of Directors.

**Section 8. ADDRESS CHANGES AND PROPERTY TRANSFERS.**

- 8.1 ALL MEMBERS MUST NOTIFY THE COMPANY OFFICE OF ANY CHANGE IN OWNERSHIP OR ADDRESS IMMEDIATELY.
- 8.2 When the Company becomes aware that a property is transferring, the property in question will be reviewed to validate the change in ownership and determine if it has the correct number of



memberships (shares) as required by the By-Laws. A Property Research Fee (per Sect-4.95) will be charged. The charge will apply regardless of whether or not an escrow company is used in the transfer of the property. If the escrow or transfer of property does not complete, the charge will be placed on the Member's account. If the account does not have the correct number of water memberships (shares), additional shares must be purchased before a Membership transfer is completed. No Membership shall be transferred on the books of the Company while any assessment, charge or fee there against remains or is unpaid. 05/17/2023

8.3 If after 90 days from when the Company becomes aware of close of escrow or transfer of property, and the information required for a transfer of Membership has not been provided, a \$50.00 penalty fee will be levied on the account and water service will be suspended to the property after a 5-day (120-hr) Notice is posted. All fees must be paid prior to the transfer of Membership and restoration of service. 3/16/2017

8.4 *(Deleted – Incorporated into Sect-8.3) 3/16/2017*

8.5 When a credit balance on the Seller's account exists, the Company will apply the credit to the Buyers account or issue a refund to the Seller, as per the escrow instructions. If escrow has not been notified of the credit balance, or there has otherwise been no instructions provided by Seller, a refund will be issued to the Seller upon review by the Board of Directors. 8/20/15

#### **Section 9. CHARGES AND LIENS ON SHARES.**

9.1 Failure to comply with any of the Company's By-Laws or Rules and Regulations may cause the cancellation of Membership (shares) and/or the right to use water from the Company's system. Members whose Membership is subject to cancellation will be notified in writing at least 30 days prior to the cancellation. 11/19/15

9.2 Before cancellation, Members are entitled to contest the cancellation, orally or in writing, no less than 5 days prior to the effective cancellation date, before the General Manager or designee. The contested cancellation will be brought before the Board of Directors at the next regularly scheduled Board meeting. 3/16/2017

9.3 Once cancelled by the Board, Members may redeem their Membership(s) by paying outstanding balances plus a specified reinstatement fee within 30 days from cancellation. After 30 days from cancellation, the property owner may purchase, if available, new Membership(s) at the current price and pay any appurtenant charges. 11/19/15

9.4 When Membership is cancelled on a metered account, the water service will be terminated the same day Membership is canceled. The water meter shall be removed and service line to the property capped. After water service is terminated, the property owner may reestablish service only after applying for and purchasing new Membership(s), and paying any appurtenant reconnection fees. 11/19/15

#### **Section 10. HYDRANT FLOW AND WILL SERVE REPORTS.**

10.1 Hydrant Flow Reports will only be issued to current Members. Upon written request and the payment of current non-refundable fee, a Hydrant Flow Report will be issued for a specified property in Cedarpines Park and sent to the Member. 05/17/23

10.2 Will-Serve Reports will only be issued for properties that have Membership in good standing, with no delinquent balance, and where water service is available. All Will Serve Reports are subject to approval by the Board of Directors prior to issuance. 03/16/2017

#### **Section 11. POLICY FOR THE REVIEW OF SQUARE FOOTAGE CALCULATIONS.**

11.1 If a Member disputes the area (square footage) of a lot as calculated by the Company, the Member must request a review in writing that includes the most current and accurate legal description of

the lot in question, and written evidence showing what the Member believes to be the correct area calculations. Upon receipt of request, the Company will proceed with an internal review of the calculations. 8/20/15

- 11.2 The Member may have an independent survey of the lot performed by a California licensed surveyor, at the Member's expense. The results will be sent to both parties and reviewed by the Company. 05/17/2023
- 11.3 Deleted (Incorporated into Sect-11.2) 05/17/23
- 11.4 Deleted (Incorporated into Sect-11.2) 05/17/23
- 11.5 If it is determined by the Company that the Member requires fewer water shares (memberships), the Company will issue a new Membership certificate with the correct number of shares, and provide a refund/credit for the price actually paid for the extra share(s) by the current Member only. The Company will not refund or credit past assessments or previous Members. 05/17/23
- 11.6 If it is determined the Member requires additional shares, the Member must purchase the additional shares, and the Company will issue a new Membership certificate with the correct number of shares. 05/17/23

## **Section 12. CROSS CONNECTION CONTROL PROGRAM.**

The Board of Directors of the Cedarpines Park Mutual Water Company hereby adopts Section 12 of the Rules and Regulations instituting a cross-connection control program to protect the Member's water supply.

### **12.1 – PURPOSE**

The purpose of this regulation is to protect the public water supply system from contamination due to potential and actual cross-connections. This shall be accomplished as required by State regulations. This regulation is adopted pursuant to Title 17, Sections 7583-7605, inclusive, of the California Code of Regulations, entitled "Regulations Relating to Cross-Connections".

### **12.2 – RESPONSIBILITY**

The General Manager shall be responsible for implementing and enforcing the cross-connection control program. An appropriate backflow prevention assembly shall be installed by and at the expense of the water user at each user connection where required, to prevent backflow from the water user's premises to the domestic water system. It shall be the water user's responsibility to comply with the Cedarpines Park Mutual Water Company's requirements.

### **12.3 – CROSS-CONNECTION PROTECTION REQUIREMENTS**

The type of protection that shall be provided to prevent back flow into the public water supply system shall be commensurate with the degree of hazard, actual or potential, that exists on the water user's premises. Unprotected cross-connections with the public water supply are prohibited. The type of backflow prevention assembly that may be required (listed in decreasing level of protection includes: Air-gap separation (AG), Reduced Pressure Principal Backflow Prevention Assembly (RP), and a Double Check Valve Assembly (DC). The water user may choose a higher level of protection than required by the water supplier. The minimum types of backflow protection required to protect the approved water supply at the user's water connection to premises with vary degrees of hazard are in Table 1 of Section 7604, title 17. Situations which were not covered in Table 1 shall be evaluated on a case-by-case basis and the appropriate backflow protection shall be determined by the water supplier or health agency.

### **12.4 – BACKFLOW PREVENTION ASSEMBLIES**

Only backflow prevention assemblies which have been approved by the Cedarpines Park Mutual Water Company shall be acceptable for installation by a water user. A list of approved backflow prevention assemblies will be

provided upon request to any affected customer. Backflow prevention assemblies shall be installed in a manner prescribed in Section 7603, Title 17. Location of the assemblies shall be as close as practical to the user's connection. Cedarpines Park Mutual Water company shall have the final authority in determining the required location of a backflow prevention assembly.

Testing of backflow assemblies shall be conducted only by qualified testers and testing will be the responsibility of the water user. Backflow prevention assemblies must be tested annually and immediately after installation, relocation or repair. More frequent testing may be required if deemed necessary by the Cedarpines Park Mutual Water Company. No assembly shall be placed in service unless it is functioning as required. These assemblies shall be serviced, overhauled or replaced whenever they are found to be defective and all costs of testing, repair, and maintenance shall be borne by the water user. Approval must be obtained from the Cedarpines Park Mutual Water Company prior to removing, relocating or replacing a backflow prevention assembly.

### **12.5 – ADMINISTRATION**

The cross-connection control program shall be administered by the General Manager. The Cedarpines Park Mutual Water Company will establish and maintain a list of approved backflow prevention assembly testers. The Cedarpines Park Mutual Water Company shall conduct necessary surveys of water user's premises to evaluate the degree of potential health hazards. The Cedarpines Park Mutual Water Company shall notify users when an assembly needs to be tested. The notice shall contain the date when the test must be completed.

### **12.6 – WATER SERVICE TERMINATION**

When the Cedarpines Park Mutual Water Company encounters water users that represent a clear and immediate hazard to the potable water supply that cannot be immediately abated, the procedure for terminating water service will be instituted. Conditions of water users that create a basis for water service termination shall include, but are not limited to the following:

1. Refusal to install or to test a backflow prevention assembly, or to repair or replace a faulty backflow prevention assembly.
2. Direct or indirect connection between the public water system and a sewer line.
3. Unprotected direct or indirect connection between the public water system and a system or equipment containing contaminants.
4. Unprotected direct or indirect connection between the public water system and an auxiliary water system.

For condition 1, the Cedarpines Park Mutual Water Company will terminate service to water user's premises after proper notification has been sent. If no action is taken within the allowed time period water service shall be terminated.

For conditions 2, 3, or 4, the Cedarpines Park Mutual Water Company shall take the following steps:

1. Make reasonable effort to advise the water user of intent to terminate water service.
2. Terminate water service and lock service valve. The water service shall remain inactive until corrections of violations have been approved by Cedarpines Park Mutual Water Company.

### **12.7 – EFFECTIVE DATE**

This regulation shall supersede all previous cross-connection control ordinances and shall take effect thirty (30) days from the date of its adoption. Before the expiration of fifteen (15) days after its adoption this regulation will be mailed to all Shareholders of record as of the date of adoption.

Board of Directors Cedarpines Park Mutual Water Company

Duly signed by the Board of Directors. September 20, 1988 as follows:

Tom Sutton, President  
M. Clark Fisher, Director  
Walter Kunsek, absent

Gary Remmers, Vice-President  
Theresa Jiminez, Director

*(Updated 05/17/2023)*

**California Code of Regulations, Title 17 - Public Health**

**Division 1 - State Department of Health Services, Chapter 5 - Sanitation (Environmental)**

**Subchapter 1 - Engineering (Sanitary), Group 4 - Drinking Water Supplies**

**Article 1 – General, Current through Register 2022, No. 38, September 23, 2022**

**Section 7583 – Definitions:**

In addition to the definitions in Section 116275 of the Health and Safety Code, the following terms are defined for the purpose of this Chapter:

- (a) "Approved Water Supply" is a water supply whose potability is regulated by a State or local health agency.
- (b) "Auxiliary Water Supply" is any water supply other than that received from a public water system.
- (c) "Air-gap Separation (AG)" is a physical break between the supply line and a receiving vessel.
- (d) "AWWA Standard" is an official standard developed and approved by the American Water Works Association (AWWA).
- (e) "Cross-Connection" is an unprotected actual or potential connection between a potable water system used to supply water for drinking purposes and any source or system containing unapproved water or a substance that is not or cannot be approved as safe, wholesome, and potable. By-pass arrangements, jumper connections, removable sections, swivel or changeover devices, or other devices through which backflow could occur, shall be considered to be cross-connections.
- (f) "Double Check Valve Assembly (DC)" is an assembly of at least two independently acting check valves including tightly closing shut-off valves on each side of the check valve assembly and test cocks available for testing the watertightness of each check valve.
- (g) "Health Agency" means the State Water Resources Control Board, or the local health officer with respect to a small water system.
- (h) "Local Health Agency" means the county or city health authority.
- (i) "Reclaimed Water" is a wastewater which as a result of treatment is suitable for uses other than potable use.
- (j) "Reduced Pressure Principle Backflow Prevention Device (RP)" is a backflow preventer incorporating not less than two check valves, an automatically operated differential relief valve located between the two check valves, a tightly closing shut-off valve on each side of the check valve assembly, and equipped with necessary test cocks for testing.
- (k) "User Connection" is the point of connection of a user's piping to the water supplier's facilities.
- (l) "Water Supplier" is the person who owns or operates the public water system.
- (m) "Water User" is any person obtaining water from a public water supply.

**Section 7584 - Responsibility and Scope of Program**

The water supplier shall protect the public water supply from contamination by implementation of a cross-connection control program. The program, or any portion thereof, may be implemented directly by the water supplier or by means of a contract with the local health agency, or with another agency approved by the health agency. The water supplier's cross-connection control program shall for the purpose of addressing the requirements of Sections 7585 through 7605 include, but not be limited to, the following elements:

- (a) The adoption of operating rules or ordinances to implement the cross-connection program.
- (b) The conducting of surveys to identify water user premises where cross-connections are likely to occur,
- (c) The provisions of backflow protection by the water user at the user's connection or within the user's premises or both,

- (d) The provision of at least one person trained in cross-connection control to carry out the cross-connection program,
- (e) The establishment of a procedure or system for testing backflow preventers, and
- (f) The maintenance of records of locations, tests, and repairs of backflow preventers.

#### **Section 7585 - Evaluation of Hazard**

The water supplier shall evaluate the degree of potential health hazard to the public water supply which may be created as a result of conditions existing on a user's premises. The water supplier, however, shall not be responsible for abatement of cross-connections which may exist within a user's premises. As a minimum, the evaluation should consider: the existence of cross-connections, the nature of materials handled on the property, the probability of a backflow occurring, the degree of piping system complexity and the potential for piping system modification. Special consideration shall be given to the premises of the following types of water users:

- (a) Premises where substances harmful to health are handled under pressure in a manner which could permit their entry into the public water system. This includes chemical or biological process waters and water from public water supplies which have deteriorated in sanitary quality.
- (b) Premises having an auxiliary water supply, unless the auxiliary supply is accepted as an additional source by the water supplier and is approved by the health agency.
- (c) Premises that have internal cross-connections that are not abated to the satisfaction of the water supplier or the health agency
- (d) Premises where cross-connections are likely to occur and entry is restricted so that cross-connection inspections cannot be made with sufficient frequency or at sufficiently short notice to assure that cross-connections do not exist.
- (e) Premises having a repeated history of cross-connections being established or re-established.

#### **Section 7586 - User Supervisor**

The health agency and water supplier may, at their discretion, require an industrial water user to designate a user supervisor when the water user's premises has a multipiping system that convey various types of fluids, some of which may be hazardous and where changes in the piping system are frequently made. The user supervisor shall be responsible for the avoidance of cross-connections during the installation, operation and maintenance of the water user's pipelines and equipment.

### **Article-2, protection of Water System**

#### **Section 7601 - Approval of Backflow Preventers**

Backflow preventers required by this Chapter shall have passed laboratory and field evaluation tests performed by a recognized testing organization which has demonstrated their competency to perform such tests to the State Water Resources Control Board.

#### **Section 7602 - Construction of Backflow Preventers**

- (a) Air-gap Separation. An Air-gap separation (AG) shall be at least double the diameter of the supply pipe, measured vertically from the flood rim of the receiving vessel to the supply pipe; however, in no case shall this separation be less than one inch.
- (b) Double Check Valve Assembly. A required double check valve assembly (DC) shall, as a minimum, conform to the AWWA Standard C506-78 (R83) adopted on January 28, 1978 for Double Check Valve Type Backflow Preventive Devices which is herein incorporated by reference.
- (c) Reduced Pressure Principle Backflow Prevention Device. A required reduced pressure principle backflow prevention device (RP) shall, as a minimum, conform to the AWWA Standard C506-78 (R83) adopted on January 28, 1978 for Reduced Pressure Principle Type Backflow Prevention Devices which is herein incorporated by reference.

**Section 7603 - Location of Backflow Preventers**

(a) Air-gap Separation. An air-gap separation shall be located as close as practical to the user's connection and all piping between the user's connection and the receiving tank shall be entirely visible unless otherwise approved in writing by the water supplier and the health agency.

(b) Double Check Valve Assembly. A double check valve assembly shall be located as close as practical to the user's connection and shall be installed above grade, if possible, and in a manner where it is readily accessible for testing and maintenance.

(c) Reduced Pressure Principle Backflow Prevention Device. A reduced pressure principle backflow prevention device shall be located as close as practical to the user's connection and shall be installed a minimum of twelve inches (12 ") above grade and not more than thirty-six inches (36 ") above grade measured from the bottom of the device and with a minimum of twelve inches (12 ") side clearance.

**Section 7604 - Type of Protection Required**

The type of protection that shall be provided to prevent backflow into the public water supply shall be commensurate with the degree of hazard that exists on the consumer's premises. The type of protective device that may be required (listed in an increasing level of protection) includes: Double Check Valve Assembly-(DC), Reduced Pressure Principle Backflow Prevention Device-(RP), and an Air-gap Separation-(AG). The water user may choose a higher level of protection than required by the water supplier. The minimum types of backflow protection required to protect the public water supply, at the water user's connection to premises with various degrees of hazard are given in Table 1. Situations which are not covered in Table 1 shall be evaluated on a case-by-case basis and the appropriate backflow protection shall be determined by the water supplier or health agency.

TABLE 1  
TYPE OF BACKFLOW PROTECTION REQUIRED

Degree of Hazard	Minimum Type of Backflow Prevention
(a) Sewage and Hazardous Substances	
(1) Premises where there are waste water pumping and/or treatment plants and there is no interconnection with the potable water system. This does not include a single-family residence that has a sewage lift pump. A RP may be provided in lieu of an AG if approved by the health agency and water supplier.	AG
(2) Premises where hazardous substances are handled in any manner in which the substances may enter the potable water system. This does not include a single-family residence that has a sewage lift pump. A RP may be provided in lieu of an AG if approved by the health agency and water supplier.	AG
(3) Premises where there are irrigation systems into which fertilizers, herbicides, or pesticides are, or can be, injected.	RP
(b) Auxiliary Water Supplies	
(1) Premises where there is an unapproved auxiliary water supply which is interconnected with the public water system. A RP or DC may be provided in lieu of an AG if approved by the health agency and water supplier.	AG
(2) Premises where there is an unapproved auxiliary water supply and	RP

there are no interconnections with the public water system. A DC may be provided in lieu of a RP if approved by the health agency and water supplier.

(c) Recycled Water

- (1) Premises where the public water system is used to supplement the recycled water supply. AG
- (2) Premises where recycled water is used, other than as allowed in paragraph (3), and there is no interconnection with the potable water system. RP
- (3) Residences using recycled water for landscape irrigation as part of an approved dual plumbed use area established pursuant to sections 60313 through 60316 unless the recycled water supplier obtains approval of the local public water supplier, or the State Water Resources Control Board if the water supplier is also the supplier of the recycled water, to utilize an alternative backflow protection plan that includes an annual inspection and annual shutdown test of the recycled water and potable water systems pursuant to subsection 60316(a). DC

(d) Fire Protection Systems

- (1) Premises where the fire system is directly supplied from the public water system and there is an unapproved auxiliary water supply on or to the premises (not interconnected). DC
- (2) Premises where the fire system is supplied from the public water system and interconnected with an unapproved auxiliary water supply. A RP may be provided in lieu of an AG if approved by the health agency and water supplier. AG
- (3) Premises where the fire system is supplied from the public water system and where either elevated storage tanks or fire pumps which take suction from private reservoirs or tanks are used. DC
- (4) Buildings where the fire system is supplied from the public water system and where recycled water is used in a separate piping system within the same building. DC

(e) Dockside Watering Points and Marine Facilities

- (1) Pier hydrants for supplying water to vessels for any purpose. RP
- (2) Premises where there are marine facilities. RP

(f) Premises where entry is restricted so that inspections for cross-connections cannot be made with sufficient frequency or at sufficiently short notice to assure that they do not exist. RP

(g) Premises where there is a repeated history of cross-connections being established or re-established. RP

**Section 7605 - Testing and Maintenance of Backflow Preventers**

(a) The water supplier shall assure that adequate maintenance and periodic testing are provided by the water user to ensure their proper operation.

(b) Backflow preventers shall be tested by persons who have demonstrated their competency in testing of these devices to the water supplier or health agency.

(c) Backflow preventers shall be tested at least annually or more frequently if determined to be necessary by the health agency or water supplier. When devices are found to be defective, they shall be repaired or replaced in accordance with the provisions of this Chapter.

- (d) Backflow preventers shall be tested immediately after they are installed, relocated or repaired and not placed in service unless they are functioning as required.
- (e) The water supplier shall notify the water user when testing of backflow preventers is needed. The notice shall contain the date when the test must be completed.
- (f) Reports of testing and maintenance shall be maintained by the water supplier for a minimum of three years.

-End-